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REGULATION
NO.

SECURITY
1954

"Q" CLEARANCES AND CONTROL OF AEC RESTRICTED DATA

Rescission: Paragraphs A(5) and (6) of CIA Regulation

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1. GENERAL

This Regulation states the Agency policy, responsibility, and procedures relative to the transmission, control, and storage of "Restricted Data" and the granting of Class "Q" Clearances.

2. DEFINITIONS

a. "RESTRICTED DATA"

The term "Restricted Data" as defined in section 10 of Public Law 585, 79th Congress, means all data concerning the manufacture or utilization of atomic weapons, the production of fissionable material, or the use of fissionable material in the production of power, but shall not include any data which the Atomic Energy Commission from time to time determines may be published without adversely affecting the common defense and security. In addition to being marked "Restricted Data," the information or matter may carry the additional classification category of TOP SECRET, SECRET, or CONFIDENTIAL.

b. "Q" CLEARANCE

A "Q" Clearance is a security clearance granted by the Atomic Energy Commission for access to "Restricted Data."

3. POLICY

a. The security requirements for the transmission and control of "Restricted Data" in the Agency shall be in accordance with the regulations established by the Atomic Energy Commission. As a general rule, "Restricted Data" material within the Agency shall be handled with an equivalent degree of security controls as is afforded TOP SECRET matter regardless of the classification assigned thereto.

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- b. Requests for Class "Q" Clearances of employees and officials of the Agency shall be severely limited to that number required for the efficient operation of:
 - (1) Those components of CIA which, in the performance of their assigned mission and functions, require continued access to "Restricted Data," and
 - (2) Those training programs where such clearance is prerequisite to admission.
 - c. Only employees and officials of the Agency having an active Class "Q" Clearance, granted while on duty with CIA, shall have access to "Restricted Data." A Class "Q" Clearance granted to an employee or official of this Agency while employed by another department or agency of Government is not authority for access to "Restricted Data" unless such clearance has been reactivated at the request of this Agency and the employee or official has been advised as provided in paragraph 5c below.
 - d. Transfer of an employee or official of the Agency from one component of CIA to another where no Class "Q" Clearance requirement exists, will automatically terminate the authority of that individual to have access to "Restricted Data."
 - e. "Restricted Data" material shall be stored only in designated storage facilities of the Office of Scientific Intelligence, selected in accordance with the security regulations of the Atomic Energy Commission, or in other storage facilities specifically approved in each instance by the Director of Security, CIA. "Restricted Data" in the possession of a "Q" cleared employee or official at the end of the working day shall, if practicable, be returned to the storage facilities of the Office of Scientific Intelligence, otherwise it shall be stored locally in a safe authorized for the storage of TOP SECRET matter.

4. RESPONSIBILITIES

a. CHIEFS OF MAJOR COMPONENTS

Chiefs of Major Components including hereinafter the Deputy Directors (Plans), (Intelligence), (Administration), the Director of Training, the Assistant Director for Communications, and the Assistant Director for Personnel shall be responsible for:

- (1) Reviewing on a continuous basis the requirements for Class "Q" Clearances within their respective components.
 - (2) Initiating requests for "Q" Clearance for employees under their respective jurisdictions.
 - (3) Notifying the Assistant Director for Scientific Intelligence (except as
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specified in paragraph 5b below) when "Q" Clearance is no longer required for official performance of duties by an employee under their jurisdictions or when a "Q" cleared employee transfers from their jurisdiction or is separated from the Agency.

- (4) Maintaining reference records of all employees under their respective jurisdictions who currently hold a Class "Q" Clearance.
- (5) Ensuring compliance, within their respective jurisdictions, with the provisions of this Regulation and the procedures established by the Assistant Director for Scientific Intelligence under paragraph 4b(1).

b. THE ASSISTANT DIRECTOR FOR SCIENTIFIC INTELLIGENCE

The Assistant Director for Scientific Intelligence shall be responsible for:

- (1) Establishing the necessary procedures for the receipt, control, transmission, dissemination, and destruction of all "Restricted Data" material in the custody of the Agency.
- (2) Reviewing requests for all Class "Q" Clearances in the Agency, except as otherwise provided in paragraph 5b, and submitting approved requests to the Director of Security for transmittal to the Atomic Energy Commission.

c. THE DIRECTOR OF SECURITY

The Director of Security shall be responsible for:

- (1) Conducting liaison with the Atomic Energy Commission on matters pertaining to Class "Q" Clearances.
- (2) Notifying the requesting component and the Assistant Director for Scientific Intelligence of the granting of the Class "Q" Clearance.
- (3) Notifying the Deputy Director (Plans) when the clearance is granted to requests submitted under the provisions of paragraph 5b.
- (4) Debriefing each employee and official, whose Class "Q" Clearance is terminated, on the security requirements for "Restricted Data" information and material.
- (5) Maintaining and issuing the necessary forms required in the process of requesting a Class "Q" Clearance.
- (6) Currently informing the Office of Scientific Intelligence regarding the latest security requirements promulgated by the Atomic Energy Commission in respect to the handling and protection of "Restricted Data."

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d. "Q" CLEARED EMPLOYEES AND OFFICIALS

Each employee and official granted a Class "Q" Clearance shall be responsible for:

- (1) Ensuring that "Restricted Data" material under his control is handled and protected in accordance with this Regulation and instructions issued by the Office of Scientific Intelligence.
- (2) Ensuring that such material is not made accessible to employees or officials who do not have a Class "Q" Clearance.
- (3) Immediately reporting any compromise of "Restricted Data" material to the Director of Security or to the Assistant Director for Scientific Intelligence.

e. THE CHIEF OF LOGISTICS

The Chief of Logistics shall be responsible for providing couriers who hold Class "Q" Clearances for the transmission as necessary of "Restricted Data" material into and outside of the Agency in Washington, D. C. metropolitan area. Transmission of "Restricted Data" material within the Agency will be accomplished only by couriers or individuals holding a Class "Q" Clearance.

f. INDIVIDUAL

Any person receiving a package or envelope and finding it or the inner wrapping marked with a stamp reading substantially as follows:

"RESTRICTED DATA
This Document Contains Restricted Data
as Defined by the Atomic Energy Act of 1946"

shall immediately notify the Director of Security or the Assistant Director Scientific Intelligence and request that the material be picked up. The material shall not be opened for determination of disposition except by "Q" cleared personnel of the Office of Scientific Intelligence, or by the Director of Security, CIA.

5. PROCEDURES

- a. Requests for Class "Q" Clearances shall be submitted by Chiefs of Major Components, for employees under their respective jurisdictions, to the Assistant Director for Scientific Intelligence except as provided in paragraph b below. The request will include a detailed justification of the need for the clearance and shall be accompanied by an original and six copies of the AEC Personnel Security Questionnaire and one copy of the AEC Security Acknowledgement Statement, all completely executed with no strike-overs or erasures. The request, if approved, will be forwarded by the Assistant Director for Scientific Intelligence to the Director of Security for transmittal to the Atomic Energy Commission.

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- b. Where there is an operational requirement of a highly sensitive nature, the request and justification for the issuance of a Class "Q" Clearance may be submitted directly to the Director of Security by the Deputy Director (Plans) or his designee. Such requests will be accompanied by the AEC forms specified in paragraph a above. Requests for the cancellation of such clearances shall likewise be submitted directly to the Director of Security by the Deputy Director (Plans).
- c. Notification of the granting of a Class "Q" Clearance shall be forwarded by the Director of Security through administrative channels to the requesting component and the Assistant Director for Scientific Intelligence. The employee or official shall be notified orally by the requesting component of the Class "Q" Clearance and the clearance number and date.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

L. K. WHITE
Deputy Director
(Administration)

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